

City of Charleston
Invitation to Submit Qualifications for Professional Services

Project: Forest Acres Drainage Improvement Project

Proposed Form of Contract: Modified Engineers Joint Contract Documents for Professional Services

Description of Project: The City of Charleston, South Carolina, is seeking the qualifications of interested firms to provide engineering services for the design of the improvements of the stormwater collection system and stormwater pump station located in the Forest Acres and 5th Avenue drainage basins.

Anticipated Construction Cost Range: \$3.8 to 5.0 million

Description of Professional Services Anticipated for Project: The design services scope will include designing the improvements as listed in the Hydrologic and Hydraulic Analysis; determining the best location for the pump station based on safety, economics, ease of maintenance, community concerns, and other factors; modeling the system to ensure that the proposed improvements do not increase the likelihood or severity of flooding in any location in an unacceptable manner; preparing a construction cost estimate; obtaining permitting agency approval; preparing bid documents; and assisting in awarding the contract. The contract may include providing construction oversight to be determined at a later date. A more detailed scope of work and the Hydrologic and Hydraulic Analysis are available in electronic format and may be obtained by contacting the Project Manager.

Resumes:

Current Federal Standard Forms 254 and 255 or 330 are to be submitted. If consultants are to be used, they must be included in a single Form 255 for the proposed team. Prospective candidates shall be experienced in all elements listed in the Description of Professional Services above.

Selection Criteria:

A Selection Committee will evaluate the information submitted and will select a minimum of three finalists for interviews, provided at least three qualified firms submit the proper information. The following criteria will be used to evaluate each firm:

- A. Firm's demonstrated expertise in design of similar projects
- B. Demonstrated expertise of the individuals who will be in responsible charge and assigned through the completion of the project
- C. Past performance on contracts with the city and a verified reference list from other customers
- D. Creativity and insight related to project
- E. Demonstrated ability to meet time and budget
- F. Location of firm
- G. Ability to meet minority business goals established by the City of Charleston.

Resume Deadline Date: 2:00 PM local time, 1 June 2010

Number of Copies: 5 bound copies

Name of Project Manager:

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